



ESG DOCUMENT

# Environmental, Social & Governance Report

2023/2024

# Contents

Foreword.....	4
About Us .....	5
Company Ethos .....	5
Company Values .....	5
Our Portfolio .....	5
Our Accreditations .....	6
Environmental.....	7
What is our contribution to creating a more sustainable future?.....	7
Electric Vehicles .....	7
Green Initiative Scheme – Community benefits & employee involvement .....	7
Our Embedded Carbon Calculator .....	8
Carbon Reporting.....	8
Defining the Scopes .....	8
Targets .....	9
Our Net Zero Goal.....	9
Social.....	11
Our Company Social Value.....	11
Our Pledges.....	11
Customer Testimonials .....	13
Employee testimonials.....	14
Slavery and Human Trafficking .....	14
Establishing Ethical Supply Chains .....	15
Employee Development.....	15
Key principles .....	15
How this is achieved .....	15
Equal Opportunities .....	15
Equality, Diversity, and Inclusion .....	17
Employee Health & Safety .....	18
Manual Handling.....	19
Control of Noise .....	19
Work with Asbestos .....	19
Work at Height.....	19
PPE Requirements.....	20
Vibration at Work.....	20

Work Equipment .....	20
Extreme Weather .....	21
Employee Wellbeing .....	21
Employee Benefits & Events .....	22
Employability & Skills .....	23
Governance .....	24
Company Structure .....	24
Data protection .....	24
Anti-Tax Evasion .....	25
Bribery and Corruption .....	25

# Foreword

“EvoEnergy is a company that exists to reduce the carbon footprints of our customers. We do this through allowing our customers to operate more efficiently and to generate and manage their own generation. EvoEnergy therefore has environmental and social values that is part of our DNA. The third strand, Governance, is crucial to support and give confidence to the first two strands.

This report is written for the benefit of all of our stakeholders to explain our culture and our aspirations. It then describes the behaviours that shareholders and Directors expect to see replicated within our Company and our supply chain.

We live in a world that is beginning to come to terms with the importance of reducing and managing our carbon footprints, both on in a commercial setting and in our personal lives. EvoEnergy seeks to provide a carbon centric service to commercial customers to support their carbon reduction journey and their ability to influence their own stakeholders. The task is enormous and the whole of UK PLC has a huge task to achieve net zero within the timescales set by our government. It is important to EvoEnergy that we are seen to set the agenda and to live the principles of carbon reduction; and these are encapsulated within our Environmental, Social and Governance Report.

I look forward to hearing your views on our ambitions and I urge all our stakeholders to promote these activities and behaviours before the challenge to achieve net-zero becomes unachievable within the time available.”



*Mark Wakeford, Chairman*

A handwritten signature in black ink that reads "M.R. Wakeford". The signature is written in a cursive style and is underlined with a single horizontal stroke.

## About Us

Established in 2007, we have a wealth of experience having consulted, designed, installed, monitored, and maintained projects for hundreds of blue-chip businesses, councils, and organizations all over the country.

We are market leaders in offering SmartGrids, Solar, Battery Storage, Electric Vehicle charging points, and HV/LV infrastructure upgrades to enable businesses to control their energy costs, get savings and reduce their carbon footprint.

## Company Ethos

“Our customers trust EvoEnergy to provide the best advice and measures to reduce their carbon footprints so that together we can help the UK deliver on our national commitment of a sustainable, net-zero economy.”

## Company Values

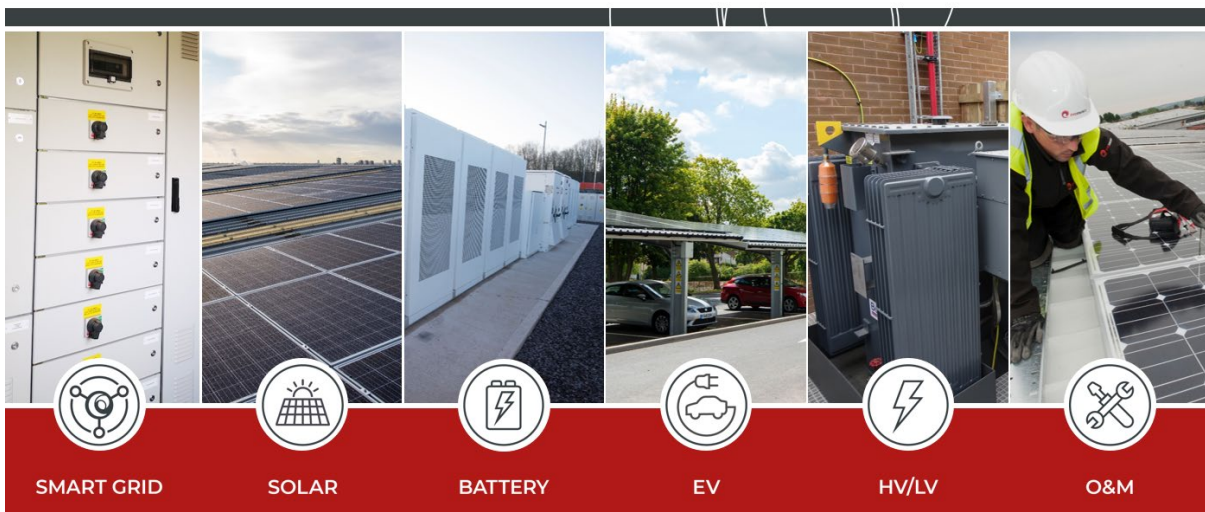
At the heart of everything we do are our values:

- **Knowledge:** We ensure our team are always at the forefront of cutting-edge technology so we can offer our clients the best possible renewable energy solutions.
- **Passion:** We are passionate about each and every one of our projects, we value all of our clients individually and we practice what we preach with being net-zero ourselves.
- **Trust:** We pride ourselves on our good reputation, we are a brand you can trust to do every job to the highest standard with team members that will always be reliable.

## Our Portfolio

We provide a range of complementary renewable energy technologies that can help our clients to secure their energy future. Available on their own or as an integrated solution, these technologies can help them to save money and propel their organisation towards net-zero emissions.

We offer a complete turnkey solution for a wide range of renewable energy projects, assisting our clients with every step of the process. From consultancy and initial design through to installation and aftercare ensuring that the system continues to perform at an optimum level.





## Our Accreditations

EvoEnergy operates Quality Management Systems at its core, holding the triple standard of ISO9001, ISO14001 and ISO18001 certification. Additionally, we hold NICEIC, RECC and Achilles accreditation which encompasses the whole business and operational activities.

We currently have industry specific quality systems for MCS (Micro generation Certification Scheme) and PAS2030 (The installation of energy efficient measures in existing buildings).

It is essential to the success of EvoEnergy that these systems are adopted and followed to the full. To ensure this happens we are externally audited throughout the year for all systems and were rated as excellent on our most recent MCS audit. This gives our clients the peace of mind that our company has gone through rigorous training and operates effectively.



ISO 9001:2015



ISO 14001:2015



ISO 45001:2018



# Environmental

Environmental concerns are at the heart of our operations as a company. We help our clients reduce their own carbon footprint and reap the economic benefits of investing in renewable energy. Our work doesn't stop with our clients – we are also passionate about ensuring our carbon footprint is as small as it can be and have taken steps to achieve this.

## What is our contribution to creating a more sustainable future?

Since being established in 2007, we have consulted, designed, installed, monitored, and maintained projects for hundreds of blue-chip businesses, councils, and organisations all over the country. In that time, we have saved almost 85,000 Tonnes CO<sub>2</sub>, created over 450GWh and generated over 120MW for numerous businesses around the UK through the use of solar PV, battery storage and electric vehicle points etc. This number is only due to increase in the coming years as we continue to grow along with the renewable energy market.

Furthermore, we have solar panels on our roof to help offset our carbon emissions. Our office is now largely powered by renewable energy, with significantly less reliance on the National Grid, and is a testament to our commitment as a company to carbon reduction measures.

## Electric Vehicles

We have also invested in electric vehicles. EvoEnergy now has six Tesla cars to replace the former combustion engine vehicles for our some of our employees. In addition, we have installed two EV charging points at our office, which can be used by both our employees and visitors.

This will further reduce the amount of carbon we emit over the next year as well as our NO<sub>x</sub>, as the electric vehicles have zero emissions at the point of use. We aim for all our company vehicles to be fully electric by the end of the 2025 financial year.

## Green Initiative Scheme – Community benefits & employee involvement

To boost our positive impact on the environment, we are encouraging our staff to share their stories with the company of any projects that they might be undertaking in their own personal time. This will then be promoted across our social media channels and our website to raise awareness.

Examples of this could include a purchase of an electric car, travelling to an underdeveloped country to install solar panels or any projects that will have a positive impact on the environment.

We actively support our employees to take time away from the office to support various green initiatives by volunteering their time and expertise. For instance, our employee, Tim Hickman (pictured) has been installing Solar PV in Kenya on behalf of the charitable organisation he set up – Polygrid.



## Our Embedded Carbon Calculator

Delivering a renewable energy project can come with lots of hidden carbon emissions from every stage in the installation process. This includes a wide range of factors that often are forgotten when calculating a project's 'true' carbon footprint, such as procurement of materials, sub-contractor travel, facilities on site and many more.

That is why we have decided to take a holistic approach to calculating our project's carbon footprint by including the carbon emitted from every source. Our innovative Embedded Carbon Calculator made available to our clients upon request. This benefits our clients by helping them to meet their carbon accountancy needs. Furthermore, we have produced a new End of Life Recycling Cost Calculator that allows clients to predict their costs at the end of the project life.

When these are used together, our clients will be able to satisfy all the carbon and financial accountancy forecasting needs that a modern, sustainable, client will require to demonstrate that they have truly internalised the issue of carbon responsibility, which gives them the power to impact their environment and demonstrate responsibility directly.



## Carbon Reporting

EvoEnergy are delighted to have been certified by MyCarbon, confirming our business operations have met the intentionally recognised PAS 2060 standard for carbon neutrality.

To complete this assessment, we measured our business's operations on a multitude of different activities including our office operating expenses, flights, fuel usage and other sources of carbon.

This has helped us to understand the level of our current emissions and has allowed us to set new targets for the future to not only reduce our direct carbon emissions and company carbon footprint, but also to lower the impact of our wider operations.

Ultimately, this verification highlights our carbon footprint measuring is to a high industry standard and provides us with recommendations on how to continue to reduce our emissions.

## Defining the Scopes

Carbon dioxide is produced when fossil fuels such as gas, oil or diesel are burned to produce energy for heating, electricity generation, or transport. The categories for our carbon emissions are defined below and were used in the calculation of our company and individual carbon footprints.

- Scope 1: These are emissions that are produced directly by burning fuel on site such as gas for heating and diesel in vehicles.
- Scope 2: These are indirect emissions that have been generated through the use of purchased energy.
- Scope 3: Those emissions arising indirectly due to core operations, including the procurement of goods, disposal of sold products at the end of their life, hotel stays and business travel. Installation of the product itself and the life of the project.



## Our Results

Our assessment covers the period April 2023 – March 2024. This ensures that our results are comparable to the previous year.

This latest assessment has measured our scope 1, 2 and partially scope 3 carbon emissions at 335.38 metric tons of CO<sub>2</sub>e, which is 6.7 metric tons per employee.

This year, we have conducted a full appraisal to include more of our scope 3 emissions. The external assessor, MyCarbon reviewed various elements from our operations, such as our sea and lorry freight, purchased goods and services, capital goods, fuel, business travel, waste generated in operation and employee commuting. This was calculated at 221.81tCO<sub>2</sub>e for our scope 3 emissions.

## Offsetting Our Emissions

EvoEnergy has achieved carbon neutrality for the period 01/04/2023 – 31/03/2024 by purchasing carbon offsets equivalent to 336 tCO<sub>2</sub>e. These offsets support the Hebei Haixing 49.5 MW Wind Farm Project in North China, a renewable energy initiative registered under Verra.

We are proud to support carbon reduction projects, however, we know offsetting can only go so far.

We are very aware that we need to practice what we preach and ensure we remain at the forefront of combating climate change. We view offsetting carbon as a temporary measure on the way to net zero.

## Our Recommended Improvements

In order to improve data quality and carbon emissions next year, we are committing to the following recommendations:

- Carry out a detailed transport audit focussing on driver behaviour and new alternative fuel types.
- When leasing/purchasing new vehicles, consider transitioning to electric vehicles (EV) and installing charging points on-site to encourage staff to switch too.
- Implement telematics systems along with driver behaviour training to track individual drivers' performance and improve driving efficiency.
- Switch to a 100% renewable energy tariff to be able to report site emissions as zero.
- Carry out a target setting and supply chain screening to facilitate your reduction strategy and increase the scope of your assessment.

## Targets

This document recognises the importance of adopting a long-term view on carbon management as some reductions can only be achieved by taking advantage of opportunities as other developments are planned such as changes to the work habits, client strategy, or the adoption of home and flexible working.

### Our Net Zero Goal

While we are already carbon neutral for scopes 1, 2 and 3 we aim to be fully net zero for our direct business activities by 2050.

This goal is proposed to help ensure the company achieves current and future proposed targets, increase the amount of renewable energy generated on site, frame carbon reductions in the context of appropriate key activity measures, and to keep at the forefront of the renewable energy industry. We will also be implementing our Carbon Reduction Plan to ensure we keep on track with this target.

## Social

We recognise that whilst our staffing number limit our impact, our technologies can help wider communities, which we have outlined in this section. This is especially true for our own local community. For example, we provided free Solar PV installations to SureStart Centres, Libraries and Schools in the more socially deprived areas of Nottingham City.

These are providing cheaper rate electricity allowing the savings to be invested into more support for these higher poverty and socially exclusion catchments, and to improve their environment through being a renewable energy source.

We provided free Solar PV installations to Leicester City Council tenants in their areas of high poverty and social deprivation Nearly 700 households are enjoying free and green electricity.

### Our Company Social Value

We define social value as *“the measurable real-world impact of ethically responsible projects and priorities we as a company can organise and invest in working to meet the needs of our local communities”*.

### Our Pledges

EvoEnergy are enthusiastic about being a socially responsible business. Therefore, we have identified seven social pledges that we will be committing to investing in, including:

1. **Health & Wellbeing** - We are dedicated to promoting the overall wellness of our staff members by creating a supportive workplace environment that encourages physical activity, community involvement, and mental health awareness through available resources and initiatives.
2. **Education & Skills** – We pledge to develop new personal and professional knowledge and skills for young people to maximise future career opportunities.
3. **Employment and Volunteering** – We pledge to actively engage in volunteering initiatives that benefit local organisations, contributing our time and resources.
4. **Community** – – We are committed to actively engaging with and supporting our community through partnerships with charitable organisations, with a focus on making a positive impact and fostering connections.
5. **Environmental** – We are dedicated to environmental stewardship, striving to lead by example through sustainable practices that reduce our environmental impact and inspire positive change in our industry and beyond.
6. **Economic** - We pledge to strengthen our local community by fostering collaboration with local individuals, volunteers, suppliers, and partners in our operations and initiatives.
7. **Leadership** – We prioritise diversity and inclusion within our organisation, striving to create a welcoming environment where everyone has an equal opportunity to thrive.

Our measures were inspired by the Social Value Quality Mark (SVQM). This accreditation is a beacon of distinction for values-led businesses. A symbol to others that our organisation stands for the highest ethical, sustainable and community-focussed standards. By acquiring the accreditation, we are contributing to equality and social change.

It provides the golden thread between an organisation’s overarching strategy and vision, to the delivery of that vision. We have identified our top business social priorities and are in the process of

implementing these. SVQM accredits companies on their social value goals, working alongside to keep us accountable with our goals and to ensure regular reporting of our social value.

Below, we have detailed some key highlights from our social value strategy.



#### **Nottinghamshire Wildlife Trust**

As a renewable energy company, protecting the environment is of utmost importance to us. We will be sending teams to support their valuable work over the course of the coming year both financially and environmentally.

#### **Emmaus**

We have set up a business partnership with the homeless charity Emmaus who provide support for homeless people through their social enterprises. Nottinghamshire has the highest rate of homeless in the midlands. To tackle this issue, we are currently working with Emmaus to recruit a homeless companion to one of our construction sites where possible. This will provide meaningful work experience for these individuals and help develop their skillset and employability. They are also one of our chosen charity partners, so we organise fundraising events, with 100% of the proceeds going to Emmaus.



#### **Recruitment**

We are committed to being an inclusive employer. Early in the recruitment process, we will ask what adjustments need to be made to ensure that our workplace remains accessible to all. We hope this will attract people across a diverse range of backgrounds.

We are now disability confident committed having signed up to the workplace scheme. This ensures that our recruitment process is inclusive and accessible to people of various degrees of abilities. Disability Confident provides employers with the knowledge, skills, and confidence they need to attract, recruit, retain and develop disabled people in the workplace. This will benefit the wider community as more individuals will have access to better employment opportunities.



#### **Work Experience**

We have recruited a Year in Industry and a summer placement student with the aim of providing meaningful work experience to develop their skills and employability. In addition to this, we have also further recruited a graduate into EvoEnergy, who will join the renewable energy consultancy team.

## Customer Testimonials

### HyperHubs

Cllr Andy D’Agorne, Executive Member for Transport at City of York Council, said: “We’re delighted to be working with EvoEnergy to build the region’s largest charging hubs in York. The HyperHubs will support the next generation of plug-in vehicles – delivering high quality, high-speed electric vehicle charging hubs for residents and commuters.



“The project works alongside our Electric Vehicle Charging Strategy, which will provide a high-quality charging network that meets the needs of residents, fleets, through traffic and commuters.”

### Stourton Park and Ride

Leeds City Council's executive board member for climate change, transport and sustainable development, Councillor Lisa Mulherin, said:



“The exciting development of Stourton park and ride builds on the obvious benefits of people switching to public transport use to reduce their impact on the environment. Solar panels and an innovative battery storage system, paid for with European Regional Development Funding, will provide energy for the whole park & ride site, which will be served by electric buses.”

### Stepnell Business Park

Edward Wakeford, Property Director for Stepnell

“We are delighted to have worked with EvoEnergy on this project. The innovative Smart Grid system means that Stepnell Business Park now has a reliable source of renewable energy which will deliver cost savings for our tenants for many years to come”





## Employee testimonials

*“My job gives me the opportunity to have a positive impact on people’s businesses and make a difference every day. I go home and I know I made a real difference.”* – James, Senior Project Manager



*“I’ve worked for many companies over my career and EvoEnergy is by far, the best company I’ve ever worked for. Not only are they supportive of their employees but they are also supportive of their customers (past & present). Every single member of the Evo family is all pulling in the same direction to achieve great things together for today and the future.”* – Alison, O&M Senior Administrator



## Slavery and Human Trafficking

We operate exclusively in the highly regulated construction and renewables sector within the UK. All work is carried out in accordance with UK Government tax regulations and the UK health and safety regime. The Directors believe that this significantly reduces the risk of contravention of the Modern Slavery Act 2015. We comply and will continue to comply with the provisions of the Modern Slavery Act 2015.

We utilise complex and sophisticated supply chains to provide our service to our customers. Whilst Directors recognise that this can make checking for illegal activity within our supply chain more complicated, there are a number of circumstances that reduce the risk of slavery and human trafficking within our supply chains. These include:

- Our work is not seasonal and does not rely on large numbers of unskilled labour at specific times of the year.
- Our work is generally skilled and requires competent capable skilled operatives who carry validated trade or professional qualifications.
- As a regional operator our subcontractor supply chains are generally relatively short and use established and regular contractors, who also work exclusively within the regulated UK economy.
- Work on our sites is always monitored by our own employees allowing a high degree of control and visibility of our own work.
- The majority of our material supplies that are fitted on our sites are generally sourced through UK distributors or UK companies within our supply chain, allowing strong commercial controls to be applied to encourage compliance with the Modern Slavery Act 2015. Material sourced from outside the UK is rare and the isolated nature of this procurement allows bespoke controls in each instance.

Our relationships with our suppliers are all on commercial arms-length terms, allowing for bespoke terms and validation of compliance with statute. As an established, owner managed, family business, our relationship with our employees allows a high degree of engagement between Directors and all employees. These regular and open relationships allow the best environment to raise concerns of slavery and human trafficking should they occur.

More information can be found in our Modern Slavery and Human Trafficking Policy.

## Establishing Ethical Supply Chains

Building long lasting relationships with ethical suppliers is important to us. In addition to our own vetting processes, we also utilise the examination process of external parties. For example, we regularly check the rating of our solar panel suppliers on [ethicalconsumer.org](http://ethicalconsumer.org).

This examines various solar panel suppliers based on their carbon footprint, pollution, forced labour, conflict minerals, costs and community energy schemes. We regularly see our main suppliers such as JinkoSolar, Trina Solar and REC at the top of this ranking.

## Employee Development

To fulfil the aim of being a multi technology bespoke integrator to serve the UK's energy transition to more electrified behind the meter infrastructure, we have hired bright people who are able to understand problems, solve them and communicate solutions to clients to enable them to make good purchasing decisions. As such, we have recruited talent into the base of the company in order to plan for the long-term success for the business.

The team has been fortified to become adaptable to allow response to inbound enquiries and public tenders, with small project specific teams created to allow maximum skill utilisation and learning 'on the job' to give us the best chance of winning these projects too.



### Key principles

1. Meritocracy - no one is kept in place because of favouritism but hired by aptitude.
2. Teamwork - based on dynamic project teams.
3. Progression expectation, people join, expecting to grow in knowledge and experience, learning is rewarded.
4. Knowledge is to be shared – Teaching and mentoring, building tools and models is rewarded.
5. The clients are Evo's clients. No one is precious over who brings what into the business. The right team will be formed to support that client.
6. 360 review – All communication must be professional and if about a 3rd party must be expressed in a manner identical and acceptable to if you were addressing them personally.

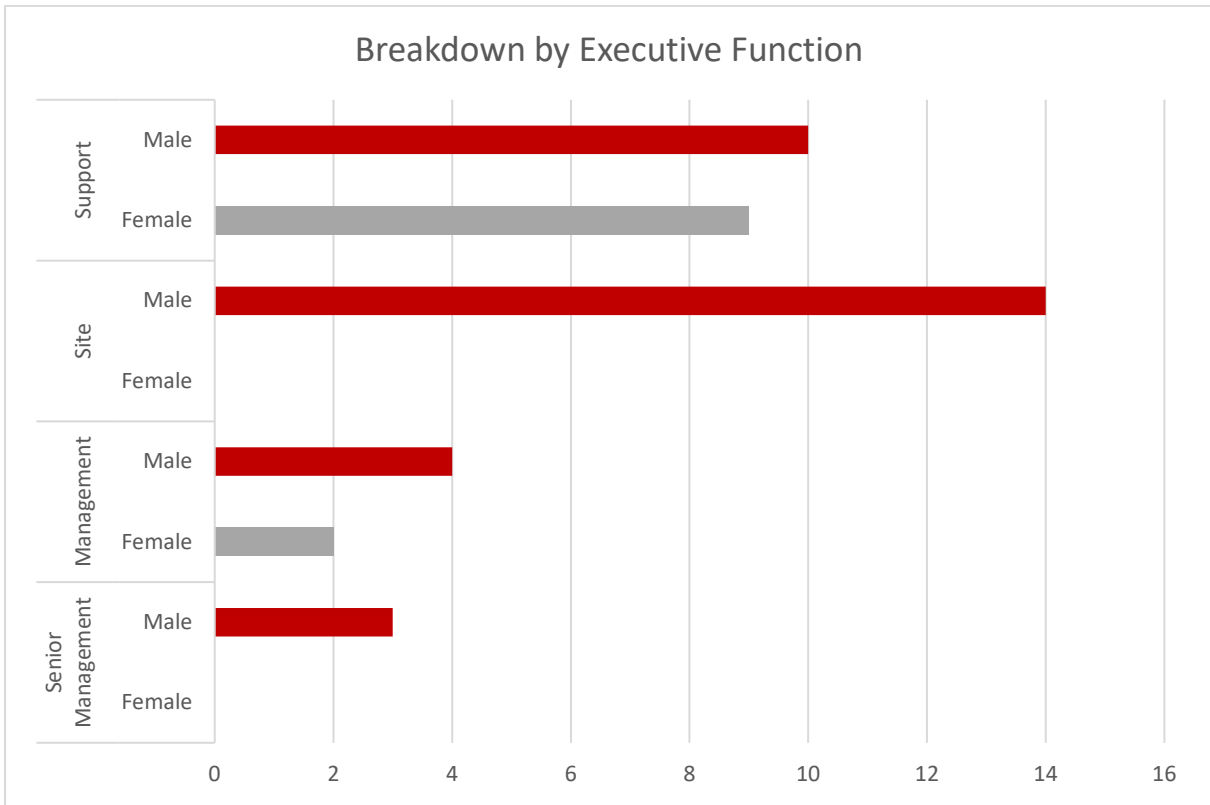
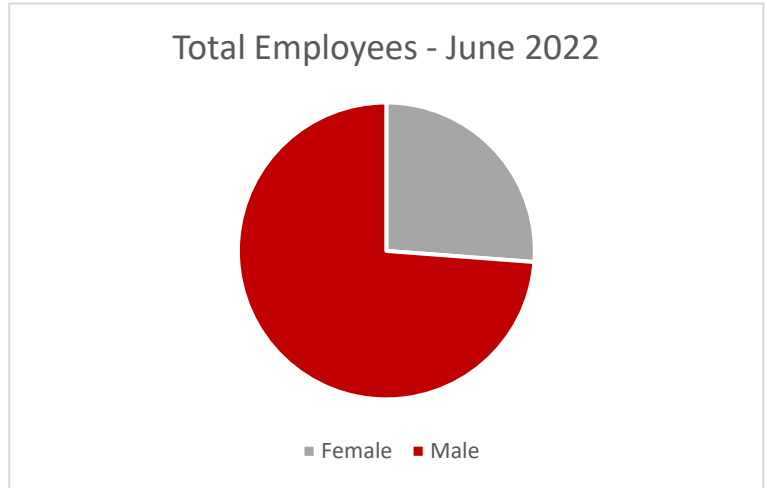
### How this is achieved

We have adopted a strategy of being flexible by adding new recruits in line with market supply and demand. The overall principle is that trainees and graduates join the company, are managed, and mentored by senior employees, with the idea they will eventually be promoted into those roles. They in turn will be promoted when suitably experienced to managers.

## Equal Opportunities

EvoEnergy are passionate about ensuring equal opportunities are applied throughout our recruitment processes. We recognise that poverty and social exclusion can predominantly affect females, part timers and both the younger and older ages of the UK workforce.

We have taken actions to promote our support to these demographics and will continue to do so. As a result, so far, we have significantly increased Female representation with 43% of new recruits being female, as well as having recruited two apprentices and we have fully implemented a flexible working policy, including accommodating working alongside educational qualifications and childcare requirements.



It is our policy that:

- Selection for employment, promotion, transfer, training, and access to benefits, facilities, and services, will be fair and equitable, and based solely on merit and capability.
- Opportunities for employment, training and promotion are equally open to male and female candidates, candidates from all racial groups, candidates with or without disabilities, and candidates of any age, and of any sexual orientation, religion, or belief.

- No-one receives less favourable treatment on grounds of any personal characteristic including age, disability, gender reassignment, marriage/civil partnership, nationality, pregnancy/ maternity, ethnicity race or colour, religion/belief, gender, and sexual orientation; or is disadvantaged by any conditions, requirements, provisions, criteria, procedures, or practices that cannot be justified on any other grounds.
- No-one is victimised for taking action against any form of discrimination or harassment, or instructed or put under pressure to discriminate against, or harass, someone on the above grounds.
- The organisation is free of unwanted conduct that violates the dignity of workers or creates a hostile, degrading, offensive, or humiliating environment.



All applicants for employment, promotion, transfer, and training will be welcomed, irrespective of race, colour, nationality, ethnic or national origins, gender, sexual orientation, disability, age, religion, or belief. Selection will be based on ability.

## Equality, Diversity, and Inclusion



We are committed to building an inclusive environment where opportunities are open to all, diversity is valued, and where everybody can reach their full potential without fear of harassment, prejudice, or discrimination. All colleagues are expected to act in accordance with our policies and actively support us in providing a highly positive, inclusive, engaged and rewarding experience for our staff. We are committed to promoting equality and

diversity and to promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we work.

We recognise that it has clear obligations towards all employees and the community at large, to ensure that people with disabilities are afforded equal opportunities to enter employment and progress within the organisation.

In addition to complying with the requirements of the Disability Discrimination Act 1995, the company will follow procedures designed to provide for fair consideration and selection of disabled applicants, and to satisfy their training and career development needs.



When an employee becomes disabled in the course of their employment, reasonable steps will be taken to accommodate their disability by considering adjustments to working practices and arrangements, or by considering redeployment and appropriate retraining to enable them to remain in employment with the company. Where practical, we will make reasonable changes to overcome physical and non-physical barriers that make it difficult for disabled employees to carry out their work, and for disabled customers to access our services.

We consider that equality means breaking down barriers, eliminating discrimination and ensuring equal opportunities and access for all groups both in employment, and to goods and services.

We consider diversity to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for the company too.

We acknowledge that equality and diversity are not inter-changeable but inter-dependent. There can be no equality of opportunity if difference is not valued and harnessed.

All employees will be encouraged to develop their skills and fulfil their potential and to take advantage of training, development, and progression opportunities. Selection for employment, promotion, training, or any other benefit will be on the basis of aptitude and ability.



## Employee Health & Safety

As a responsible employer, it is of paramount importance to us to uphold the highest possible level of health and safety standards. In order to monitor this, we record any incidences within a matrix for reviewal purposes. The table below display our incidences for the past 10+ years.

**Accident/Injury Matrix** HSP002 v1

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0
Major Injuries	0	0	0	0	0	0	0	0	0	0	0	0	0
Environmental Incidents	0	0	0	0	0	0	0	0	0	0	0	0	0
Over 3/7 Day Injuries	0	3	1	0	0	0	0	0	0	0	0	0	0
Non RIDDOR Near Miss Incidents	0	0	0	4	2	2	4	3	2	0	0	0	0
RIDDOR Near Miss Incidents	0	0	0	0	0	0	0	0	1	0	0	0	0
Non Reportable Incidents	1	7	12	10	6	4	0	0	0	2	1	1	3
Prosecutions	0	0	0	0	0	0	0	0	0	0	0	0	0
Man Hours Worked	99,000	297,000	99,000	99,000	132,000	82,500	49,500	49,500	33,000	36,300	36,300	36,300	36,300
Total Number of Employees (Average Per Year)	60	180	60	60	80	50	30	30	20	22	24	26	39

Training is carried out to achieve high corporate standards in Health and Safety, Site Management and Specialist Skills. Training will also be encouraged where a business benefit is identified.





### Manual Handling

Manual Handling operations undertaken at work may result in a number of ill health conditions or injuries. Personnel who are engaged in manual handling as a significant part of their normal work may be at risk. As such, we have implemented a Manual Handling policy detailing Employer, Manager and Employee responsibilities, which has been circulated to all staff and subcontractors.

### Control of Noise

Extended periods of working in a noisy environment may result in the ill health of employees, which include the following:

- Temporary or permanent damage to hearing, including noise induced hearing loss;
- Fatigue and stress; and
- Tinnitus (ringing, whistling, buzzing, or humming in the ears), a distressing condition that can lead to disturbed sleep.

In order to prevent this, we have implemented a Control of Noise policy detailing Employer, Manager and Employee responsibilities, which has been circulated to all staff and subcontractors.

### Work with Asbestos

All types of asbestos are dangerous. Asbestos is made up of thin fibres that cannot be seen with the naked eye but can be breathed in. The fibres can become stuck in the lungs causing scars that stop the lungs working properly (asbestosis), or cause cancer. The main types of cancer caused by asbestos are cancer of the lung and cancer of the lung lining (mesothelioma). These diseases can take up to 60 years to develop and there is no cure.

Anyone who disturbs asbestos containing materials, for example, by working on them or near them, may be at risk of exposure. The Control of Asbestos Regulations 2012 places responsibilities on employers to manage work with asbestos containing materials, which are written down, alongside employee responsibilities, in our Work with Asbestos policy that has been circulated to all employees and subcontractors.

### Work at Height

As a supplement to our Health & Safety Policy Statement, we have implemented a Work at Height Policy. This describes how we discharge our duties under the Work at Height Regulations 2005. Falls from height are the most common cause of fatal injury and the second most common cause of major injury to those working in the construction industry.



A safe working environment is achieved by: -

- Identifying work activities that may involve working at height.
- Eliminating the need to work at height whenever it is reasonably practicable to do so.
- Ensuring that, where work at height cannot be eliminated, we use the risk assessment process to evaluate & manage risk.

- Implementing a safe system of work that will prevent falls of persons, materials & equipment.
- Providing suitable plant and equipment to allow safe access for persons and materials.
- Ensuring working platforms and any supporting structures are appropriate and designed in accordance with current standards.
- Ensuring that regular inspections of all equipment required for working at height are undertaken.
- Providing adequate information and training to ensure that only competent persons are engaged in working at height.

All personnel are responsible for ensuring that the intentions of this policy are effectively implemented on site, failure to comply may result in disciplinary action.



### **PPE Requirements**

Under the Personal Protective Equipment at Work Regulations 1992 'Employers must take all reasonably practicable measures to ensure that suitable PPE is worn as identified by risk assessment process. This includes but is not limited to hi-visibility clothing, safety footwear and head protection. Other requirements may be identified by the relevant risk assessment. As such, we have implemented a wearing of PPE policy detailing all our requirements.

### **Vibration at Work**

Exposure to hand-arm or whole-body vibration at work may result in a number of ill health conditions or injuries. Personnel who are engaged in operations where they may be exposed to hand-arm or whole-body vibration, for example, when using handheld tools or when driving vehicles, as a significant part of their normal work, may be at risk. The purpose of this policy is to state who is responsible, and what they must do, to minimise any possible health and safety risks associated with vibration at work. As such, we have implemented a Vibration at Work policy detailing Manager and Employee responsibilities, which has been circulated to all staff and subcontractors.

### **Work Equipment**

We recognise that work equipment can present hazards and risks to all our staff, not just those using it. We have therefore introduced controls to ensure that the risks associated with the use of work equipment are minimised.

Including:

- Providing work equipment for staff that is suitable and safe for the tasks intended.
- Ensuring that all work equipment is maintained, inspected, and tested as required.
- Restricting the use of equipment where specific risks have been identified.



- Providing information, training, and instruction where appropriate to all staff that use work equipment.
- Ensuring that all work equipment is CE marked where relevant.
- Controlling access to dangerous parts of work equipment.
- Providing suitable protection against specified hazards.
- Providing protection against high or low temperatures.
- Ensuring that all controls, including controls for starting or making a significant change in the operating condition, stop controls and emergency stop controls, are provided where necessary, and are suitable for the equipment and location.
- Ensuring that all control systems are safe.
- Providing suitable means of isolating the work equipment from sources of energy.
- Providing suitable environmental conditions for the safe use of work equipment.
- Providing all necessary markings and warnings.

### Extreme Weather

We recognise the requirements set out within the Work at Height Regulations 2005 that specifically require that weather conditions be considered when planning any work at height.

Rain, ice, or snow can turn a secure footing into a skating rink. A roof should always be inspected before work starts to see if conditions have changed and to check whether it is safe to work.

A sudden gust of wind can lead to loss of balance. Roof sheets, Solar PV Panels and in some circumstances, roofing membrane should not be fixed in extreme windy weather as people can easily be thrown off-balance while carrying a sheet up to or on the roof.

When deciding whether to continue or suspend work you must consider:

- Wind Speed;
- The measures that have already been taken to prevent falls from the roof; and
- The position and height of the roof and the size of material being handled.

The Beaufort scale gives descriptions of how trees and smoke etc. will behave at certain wind speeds. This is detailed in our Working in Extreme Weather Conditions Policy.

### Employee Wellbeing

We are committed to ensuring the wellbeing of all employees. It is recognised that work has an impact on the mental and physical health of employees, and we do what we can to make working at EvoEnergy a positive experience.

Effective employee wellbeing is achieved by:

- Maintaining open and honest communications with all staff on company direction, opportunities and risks;
- Encouraging employees to seek work-life balance;
- Considering requests for career breaks and sabbaticals;
- Promoting dignity at work;



- Reducing the manageable stressful impacts of work;
- Managing sickness absence effectively; and
- Implementing an occupational health scheme.

Further details can be found in the Employee Wellbeing Policy.

### **Health Assured**

EvoEnergy has also put in place an Employee Assistance Programme (EAP) with Health Assured.

This programme offers support to EvoEnergy employees on Mental Health. We all face different challenges in life, be that in work or personally outside of work, so this programme gives access to professional support should it be needed.

Health Assured is personal and completely anonymous, so no names are sent back to anyone in the business including the directors if an employee makes use of this service.

We encourage anyone that feels it necessary to make use of this service as and when required.

### **Employee Benefits & Events**

Outside of work, we host quarterly social events for the team to get together in a non-work environment. The events often focus on team-building exercises, fundraising expeditions, and relaxed get-togethers. Examples of these events include go-karting, escape rooms, murder mystery and the 3-peak hiking challenge.

We offer our staff 25 holidays per annum, which is incrementally increased after 5 full years of service giving them an extra day each year up to a maximum of 28. We pride ourselves on curating an inclusive work-place culture where employees feel empowered and engaged.

Furthermore, we have integrated multiple remote working software such as Microsoft One Drive and Teams to support flexible working conditions for staff members when working from home. This is crucial in ensuring a smooth workflow for employees despite the recent impact of Covid-19. Other benefits include a workplace pension scheme and free parking on site for all staff.





## Employability & Skills

# Social Value: Employability & Skills

Our approach is delivering significant and measurable change in the communities where we work. The following graphic highlights some of our achievements around employability, social and environmental.



### **2 new electrical apprentices**

In addition to recruiting two new apprentices to join our electrical team, we have fully implemented a flexible working policy, including accommodating working alongside educational qualifications and childcare requirements.



### **6 graduates in design and technical roles**

In order to boost our ability to serve our clients, we have proactively continued to recruit into the base of the company with six graduates. This will help solidify our position as the market-leading renewable energy specialist in the UK.



### **43% of new recruits are female**

We have taken actions to promote our support to these demographics and will continue to do so. As a result, so far, we have significantly increased female representation with 43% of new recruits being female.



### **79 metric tons of CO<sub>2</sub>e offset**

Not only have we offset our emissions, but we have also gone above and beyond to offset 125% of our footprint, equating to 79 metric tons of CO<sub>2</sub>e. To achieve this, we have chosen to support global renewable energy projects.



### **Over 450GWh of energy generated**

Since we were established, we have saved almost 85,000 Tonnes CO<sub>2</sub>, created over 450GWh and generated over 120MW for numerous businesses around the UK through the use of solar PV, battery storage and electric vehicle points etc.



### **6 new electric vehicles for employees**

This will further reduce the amount of carbon we emit over the next year as well as our NO<sub>x</sub>, as the electric vehicles have zero emissions at the point of use. We aim for all our company vehicles to be fully electric by 2025.

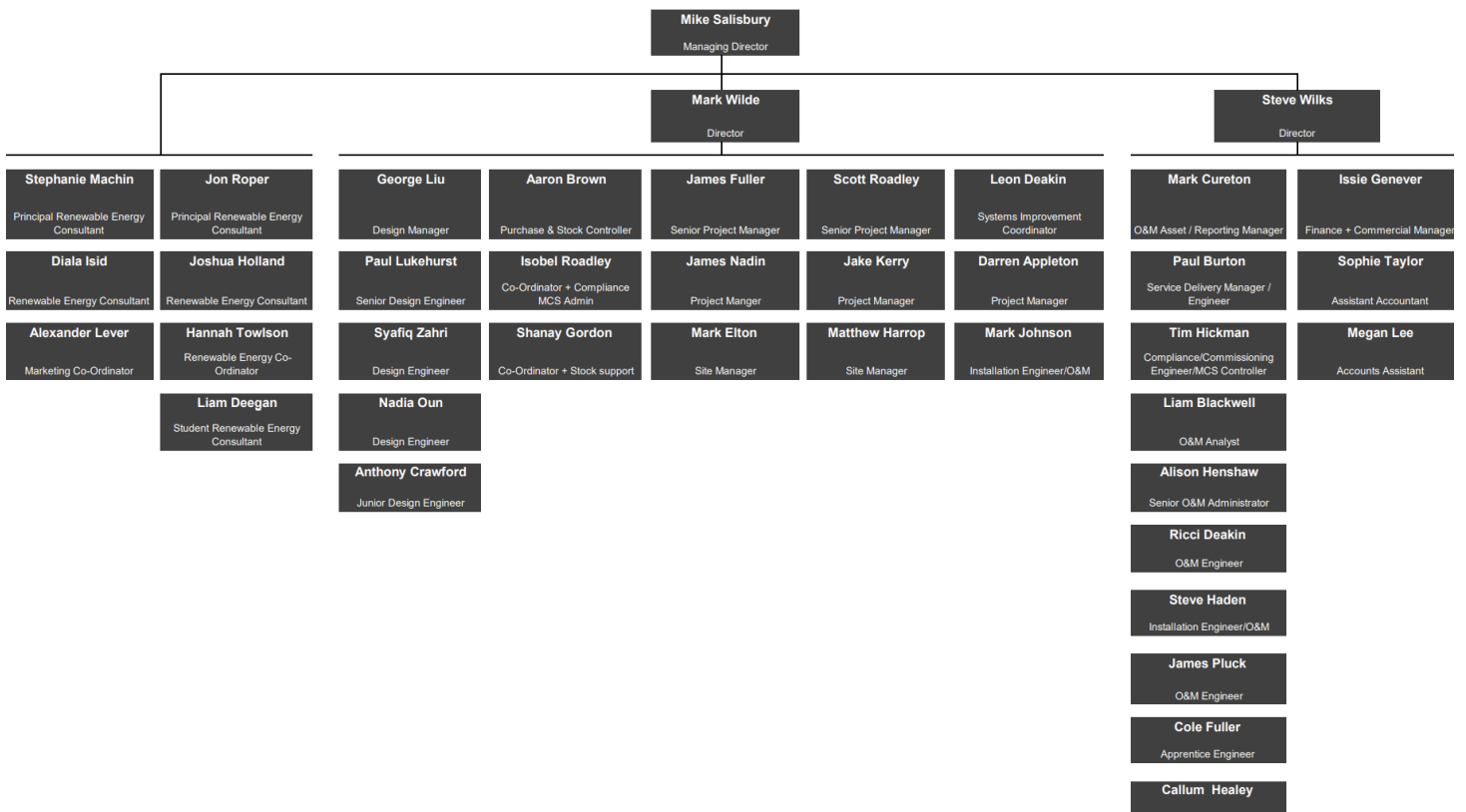


# Governance

We are committed to transparency and accountability, if you have any desire to get in touch, please get in touch with us at [info@evoenergy.co.uk](mailto:info@evoenergy.co.uk). We will also be posting this document onto our website to bring it into the public domain, and we open to scrutiny from all concerned parties.

## Company Structure

Our company structure is divided into various departments based on their job function such as sales, finance and projects and technical design. However, the departments operate together and communicate with each other daily on a wide range of tasks, giving us the flexibility to overcome challenges.



## Data protection

Our data protection policy abides by all the data protection act. We have worked with our IT team (Akita) to create a data protection policy. We are committed to a policy of protecting the rights and privacy of individuals in accordance with the General Data Protection Regulation (GDPR).

The purpose of our data protection policy is to set forth the expected behaviors of employees, contractors/consultants and third parties in relation to the collection, use retention, transfer, disclosure, and destruction of any personal data. Any breach of this policy will be taken seriously and may result in disciplinary action in accordance with the Company's disciplinary policy and procedure or appropriate business sanction

The scope of this policy applies to all company entities where a data subject's personal data is processed:

- In the context of the business activities of the company.
- To fulfil an agreement/contract

- For the provision or offer of goods or services to individuals (including those provided or offered free-of-charge)
- To actively monitor the behaviour of individuals. Monitoring the behaviour of individuals includes using data processing
- techniques such as persistent web browser cookies or dynamic IP address tracking to profile an individual with a view to:
  - Taking a decision about them.
  - Analysing or predicting their personal preferences, behaviours, and attitudes.

Our policy applies to all processing of personal data in electronic form (including electronic mail and documents created with word processing software) or where it is held in manual files that are structured in a way that allows ready access to information about individuals.

## Anti-Tax Evasion

We have a zero-tolerance approach to all forms of tax evasion, whether under UK law or under the law of any foreign country.

Team members and Associates of the Company must not undertake any transactions which:

- (a) Cause the Company to commit a tax evasion offence; or
- (b) Facilitate a tax evasion offence by a third party who is not an associate of the Company.

We are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate and implementing and enforcing effective systems to counter tax evasion facilitation.

At all times, business should be conducted in a manner such that the opportunity for, and incidence of, tax evasion is prevented.

The Company maintains a policy of “stand up, speak up” in relation to any concerns. Team members are encouraged to raise concerns about any issue or suspicion of Tax Evasion or Foreign Tax Evasion as soon as possible. If there is any suspicion of any intention that a team member or Associate or third party is attempting to, or committing Tax Evasion or Foreign Tax Evasion, the details of the parties and the transaction must be reported to the Company’s tax department who will report the circumstances to HMRC.

## Bribery and Corruption

Our directors are committed to the prevention of bribery by those employed and associated with it. We are committed to carrying out business fairly, honestly, and openly, with zero-tolerance towards bribery. This is achieved by:

- Carrying out a risk assessment to ascertain the risk of bribery;
- Instigating procedures proportionate to that risk;
- Having good internal controls and record-keeping;
- Securing the commitment of Directors, Managers and all employees to the prevention and detection of bribery;
- Developing a culture in which bribery is unacceptable;
- Undertaking due diligence procedures proportionate to the assessed risk of bribery;
- Effectively communicating the anti-bribery policy to all employees;
- Training employees to recognise bribery so that they can avoid it and be alert to possible instances of bribery;
- Having clear procedures on what to do should bribery be suspected;

- Training employees so that they are aware of what to do should they discover a possible instance of bribery; and
- Monitoring and reviewing the effectiveness of the bribery procedures and updating them as necessary to ensure that they remain effective.

Further details can be found in our Anti-Bribery Policy. We treat breaches of the anti-bribery policy very seriously and will investigate any potential breach in accordance with our disciplinary policy. The ultimate sanction for a breach of the policy will be summary dismissal for gross misconduct. The Police may be involved if deemed necessary.